



State of Arizona
Department of Education

Jaime A. Molera

Superintendent of
Public Instruction

April 16, 2002
SFSP 06-02

MEMORANDUM

To: Summer Food Service Program Administrators

From: Rick Hall, Team Leader
Child Nutrition Programs

Subjects: - Time Restriction Flexibility
- Upward Bound Eligibility
- Closed Enrolled Sites in Needy areas and Camp Sites Eligible for Seamless Waiver

As you are preparing for your SFSP season, please review these updates regarding your program this year.

Time Restriction Flexibility

There is now more flexibility in your meal service time. Regulations state that you must have three hours lapse between the beginning of one meal service and the beginning of another. In addition, there must be four hours between lunch and supper if no snack is provided. Regulations also state that the duration of meal service is limited to two hours for lunch and supper and one hour for breakfast and snack. In some cases, transportation or other scheduling conflicts may prevent you from complying with these guidelines. If you need special accommodations, provide your SFSP specialists with documentation as to why you need this flexibility of meal service time. Upon approval by ADE you may change your schedule.

Upward Bound Eligibility

The Upward Bound program requires that a minimum of two-thirds of its participants qualify as "low income," which indicates that they meet the guidelines for free and reduced meals. The children who qualify for the Upward Bound program based on income eligibility do not need to

fill out a separate Child Nutrition Program income application. The Upward Bound income application is sufficient. Because the Upward Bound Program is considered a camp, three meals may be served and claimed daily for these children. However, Upward Bound may not claim the children who do not qualify for free and reduced meals. For example, if a child is eligible for Upward Bound based on the fact that they are first generation College bound and they do not meet the income eligibility requirements for free or reduced meals, their meals may not be claimed.

Closed Enrolled Sites and Residential and Non-Residential Camps Eligible for Waiver

In previous SFSP memos and workshops we stated that closed enrolled sites in **needy areas** and residential and non-residential camps are not eligible to participate in the Seamless Waiver. USDA has now determined that these sites may participate in the SFSP Waiver as a site under a sponsor. The restriction was previously in place to ensure that a child from a low income area who needs a free meal is not restricted from receiving one. We still feel it is important that you provide your meals to as many children as possible in an eligible area. However, if you have a specific reason in which you would like to be approved under the waiver as a closed enrolled site in a needy area, or you are a residential or day camp that would like to participate in the waiver, please provide an explanation letter with your waiver application. These applications will be approved on an individual basis. Summer schools are still restricted from having a SFSP closed enrolled site in an eligible area.

Residential or day camps, or closed enrolled sites in needy areas that would like to participate in the Seamless Waiver may resubmit a SFSP waiver application to ADE.

If you have any questions regarding this memo, please contact Tristine Bogle (602) 542-8703 or Kim Sneed (602) 542-8711.